



*Application for Preliminary Plat Approval – Major Subdivision*

1. Name of subdivision: \_\_\_\_\_
2. Name and address of owner(s)/developer(s): \_\_\_\_\_  
\_\_\_\_\_
3. Owner(s)/developer(s) telephone: \_\_\_\_\_ Fax: \_\_\_\_\_
4. Name and address of surveyor/engineer: \_\_\_\_\_  
\_\_\_\_\_
5. Surveyor/engineer's telephone: \_\_\_\_\_ Fax: \_\_\_\_\_
6. Name and address of person to whom comments should be sent: \_\_\_\_\_  
\_\_\_\_\_
7. Telephone number of person to whom comments should be sent: \_\_\_\_\_  
Fax: \_\_\_\_\_
8. Number of lots: \_\_\_\_\_
9. Parcel Identification Number(s): \_\_\_\_\_
10. Acreage of Site: \_\_\_\_\_
11. Property Location: \_\_\_\_\_

**REQUIRED ATTACHMENTS/SUBMITTALS**

**NOTE: Final Plats CANNOT be processed until all required public improvements have been completed or financially guaranteed to the satisfaction of the Public Works Director.**

1. Email GIS compatible **digital copy** to Aaron Tucker ([atucker@kannapolisnc.gov](mailto:atucker@kannapolisnc.gov)) and Lee Snuggs at ([LDSnuggs@cabarruscounty.us](mailto:LDSnuggs@cabarruscounty.us)) for addressing purposes.
2. Five (5) **FOLDED** black/blueline copies are required at the time of submission. Additional copies for the Planning and Zoning Commission will be required after all staff comments have been addressed.
3. Fee: Please refer to fee schedule to determine applicable fees. All fees are nonrefundable and help to cover the cost of administrative and notification costs.
4. Completed Street Name Review and Confirmation Form.
5. One black/blueline copy will be required showing any conditions applied by the Planning and Zoning Commission.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Agent

**Staff Use Only:**

Fee: \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_